

**STATE OF MICHIGAN
BOARD RESOLUTION
FEDERAL SURPLUS ASSISTANCE PROGRAM**

WHEREAS, THE , State of Michigan has met all
(Agency)
other State and Federal requirements for participation in the Federal Property Assistance Program under
Public Law 94-519.

WHEREAS, it is a requirement that a resolution be adopted by the governing body specifically
designating a coordinator as Surplus Property Donee and Custodian, to be responsible for the acceptance
and accountability and authorized to sign for surplus property.

NOW THEREFORE, BE IT RESOLVED:

1. That the Governing Body for the
(Agency)
the of the State of Michigan, hereby designates
(Name)
who is the authorized coordinator as the person responsible for accepting Federal
Surplus Property, with the power and full authority to sign for such surplus property.
2. The coordinator named above is to be held responsible for the accountability and will
maintain the necessary records for all surplus property obtained for public purposes
until relieved from accountability by State and/or Federal authorities.
3. That money is available to pay service charges for surplus property obtained.
4. That the coordinator is further hereby authorized to direct payment of service charges
for surplus property to complete all transactions.

I do hereby certify that the foregoing resolution was adopted by the favorable vote of a majority of the
member of said Date:
(Agency)

Signature, Chairman of the Board

Signature, Secretary/Clerk/Treasurer

Agency Mailing Address

Phone:

e-Mail:

Return form to: **State of Michigan, DMB
Federal Surplus Program
P.O. Box 30026
Lansing, MI, 48909**